

Using Microsoft Photo Story 3

Photo Story 3 is freeware from Microsoft which runs only on Windows XP computers. Photo Story 3 utilizes the documentary style of Ken Burns as it automatically pans and zooms over still images. By adding titles, one's own narration and background music, it is possible to create digital stories quickly and easily.

Step1: Open Photo Story

1. Click **Start**, point to **All Programs**, and then click **Photo Story 3 for Windows**.
2. On the Welcome page, click **Begin a new story**, and then click **Next**.



This step also allows you to edit a previously made story or play a story.

Step 2: Import and arrange your pictures

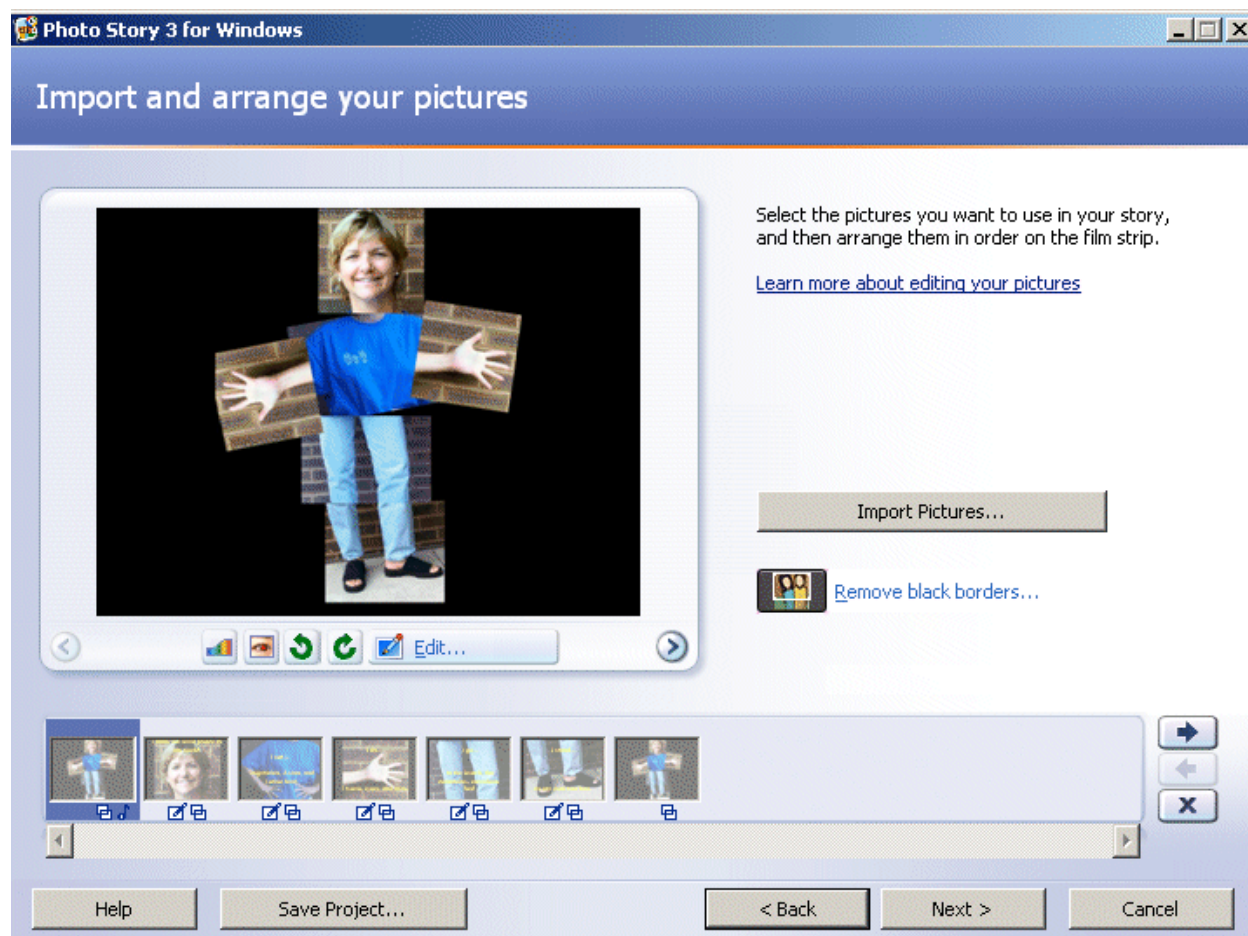
Things you can do: import images, remove black borders, rotate images, simple photo editing.

To add pictures to your photo story

1. Click **Import Pictures**.
2. In the **File Browser** dialog box, browse to the folder where your pictures are located.
3. Add the pictures.

To add more than one picture at a time, press and hold the CTRL key and click on the pictures you want to add, and then click **OK**.

All of your pictures should now be present in the timeline.



4. To reorder your images, click and drag a picture in the timeline to change the sequence.

NOTE: you can always add more images by repeating step 2 above.

5. **OPTIONAL:** You may wish to remove the black borders of your images. Click **Remove Black Borders**. Click **Yes to All**. Click **OK**.

Editing Effects: **Rotate and Crop**, **Auto Fix** and **Add Effect**

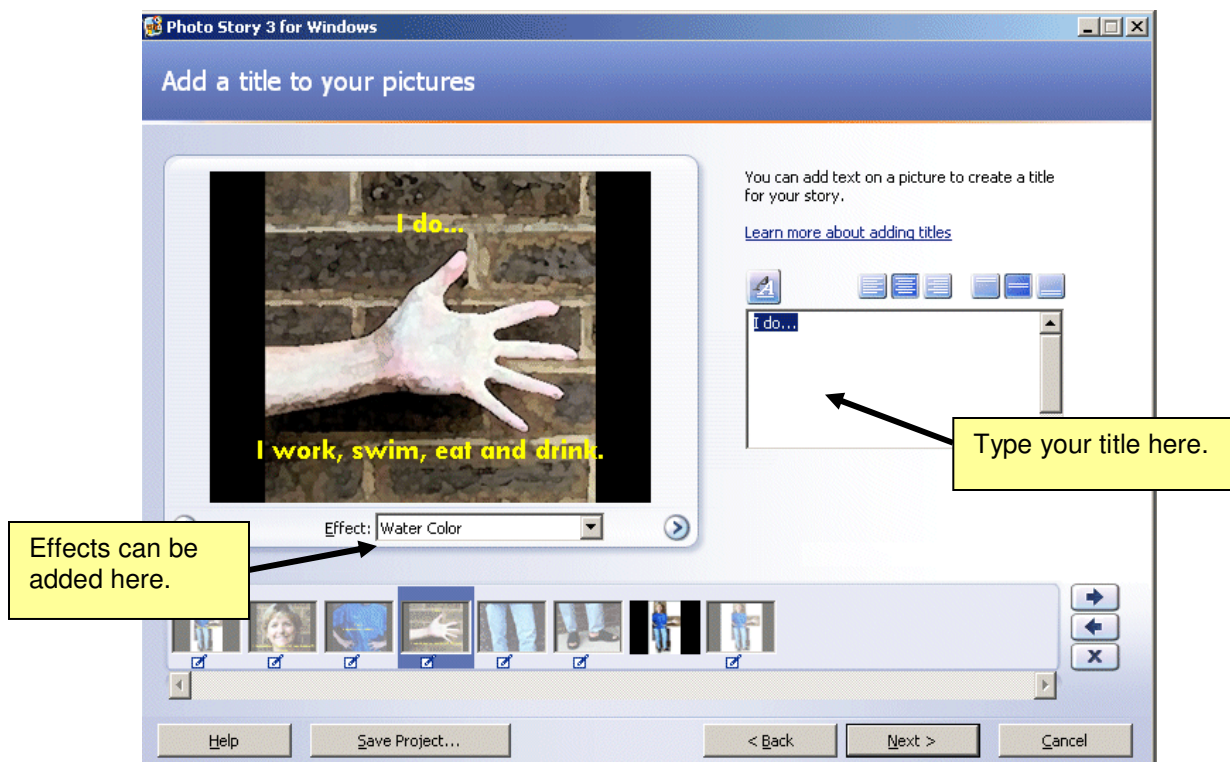
Add Effect tab: None, Black and White, Chalk and Charcoal, Colored Pencil, Diffuse Glow, Negative, Outline Black, Outline Grey, Sepia, Washout, and Water Color.

6. When you are finished making changes to your pictures, click **Save Project** and navigate to your **H: drive** and create a folder "photostory." Select that folder then type the file name.
7. Click **Next** to continue.

Step 3: Add a title to your pictures

Things you can do: add titles; add effects to your images.

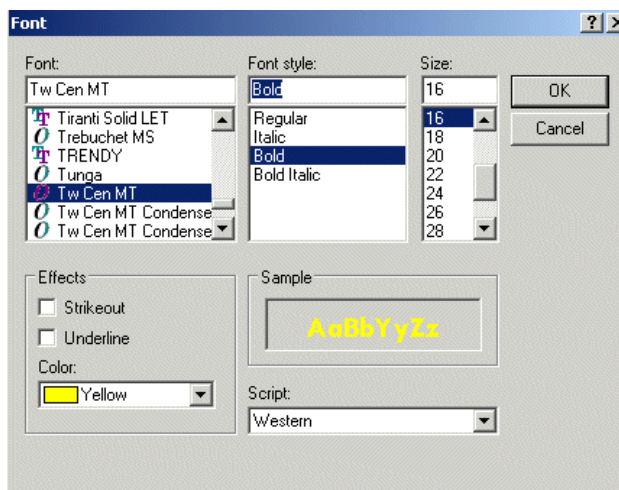
1. Click the first picture, and then type text in the text box to the right of the picture.



2. Click the **Select Font** button.



3. In the **Font** dialog box, select a **Font**, **Font style**, and **Size**, and then click **OK**.



4. Click an align button to move the title up and down on the page.
Repeat steps 1 and 2 to add text to the other pictures.
5. When you are finished adding text to your pictures, click **Save Project**. Then click **Next**.



Step 4: Narrate your pictures and Customize Motion

Things you can do: add narration to each individual slide, customize motion by adding transitions, pans and zooms, set the amount of time for each image, and preview your movie.

Set up: To record sound, insert your microphone into the appropriate port in your computer. Configure the microphone and sound level by running the Sound Hardware Test Wizard.



1. Select the image you want to record sound on.



2. Click the **Record Narration** button to start recording narration.

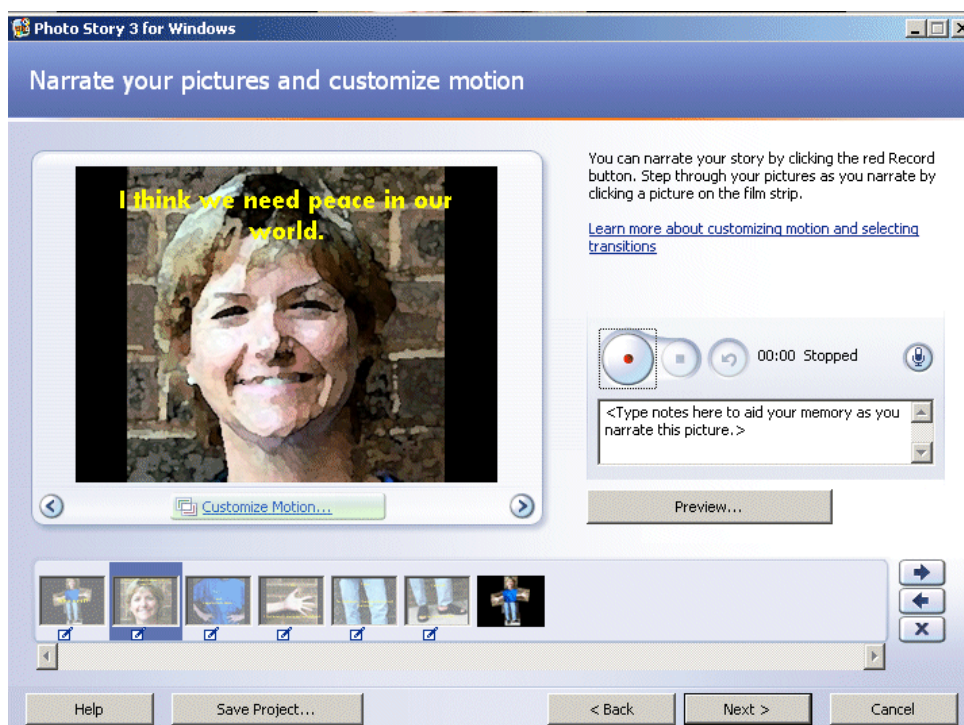
The red dot in the record button will flash indicating recording is taking place. A timer is provided to help you keep track of your narration length.



3. When you have finished narrating the picture, click the **Stop Recording** button.

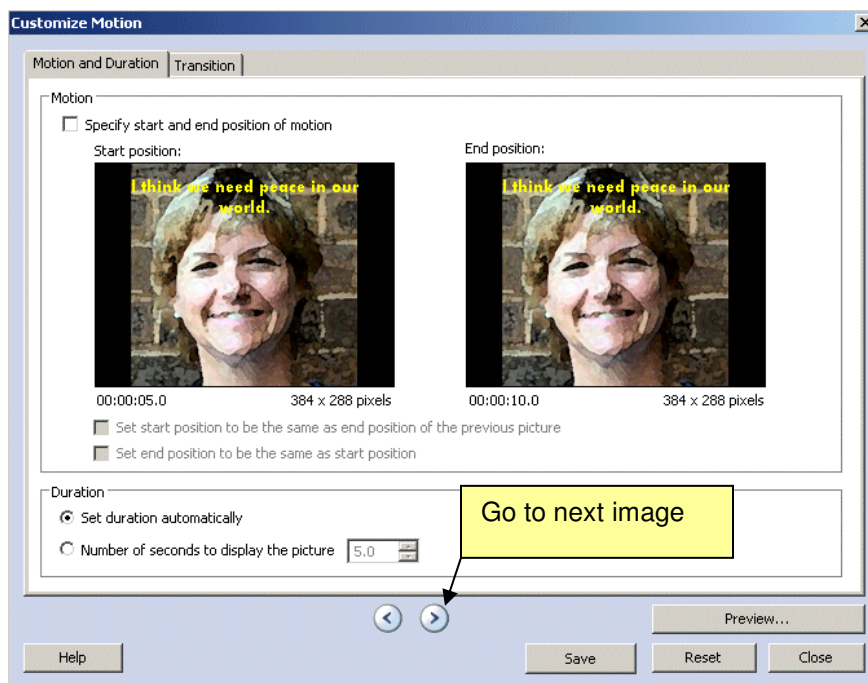
4. Test your voice-over by selecting the Preview button.

5. Repeat steps 1 thru 4 for each picture for which you want to add narration.



Customize motion

1. Click on the image in the timeline you wish to work with.
2. Click on **Customize Motion** button directly below the picture.



3. The program defaults to the motion and duration tab. This allows you to determine the pans and zooms.
4. Click the **Specify start and end position of motion**. The images in the Start position and the End position will have handles appear. Use the handles to position the images for the desired effect. In the example above, when this image appears in the movie, it begins as a large image and zooms inward upon completion of the image in the movie.

Additional options:

Set start position to be the same as end position of the previous picture. This will allow for smooth transitions between the images.

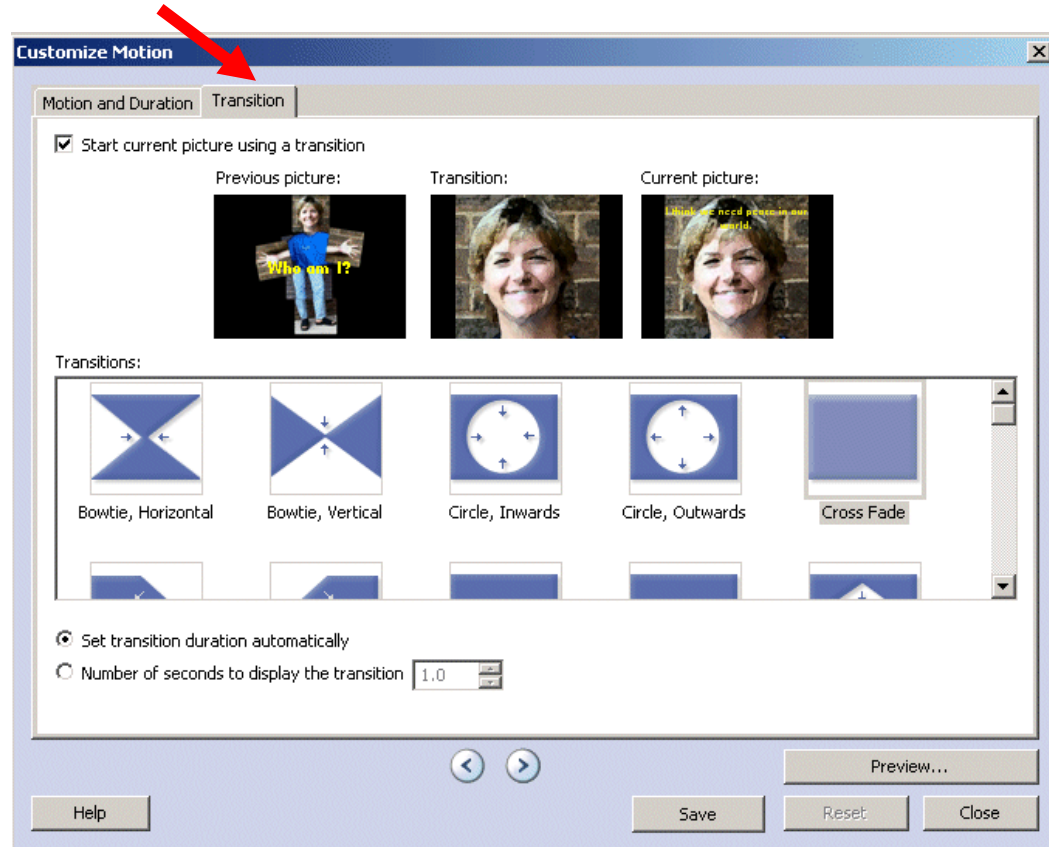
Set end position to be the same as the start position. Use this effect to have no change throughout the time the image is displayed in the digital story.

Number of seconds to display the picture: overrides the automatic feature above, allows for more specific user control of image display.

5. **Preview** the effect.
6. **Save** the effect. NOTE: this is a save function for this image effect and it does not save the project.
7. Use the arrows to go to the next image.

Transitions:**NOTE 1:** Cross dissolve is the default function.**NOTE 2:** Just because you can does not mean you should.

1. Click the **Transition** tab across the top.



2. The program displays the previous picture and the current picture with the effect between it.
3. Use the scroll on the right side of the window to select the transition and preview. Use the arrows below the time display to migrate from picture to picture.
4. Click **Save** (again, saves the transition effect to the slide and not the file itself) and then **Close** if you are done.
5. Repeat as necessary.

Step 5: Add background music

Things you can do: add background music.



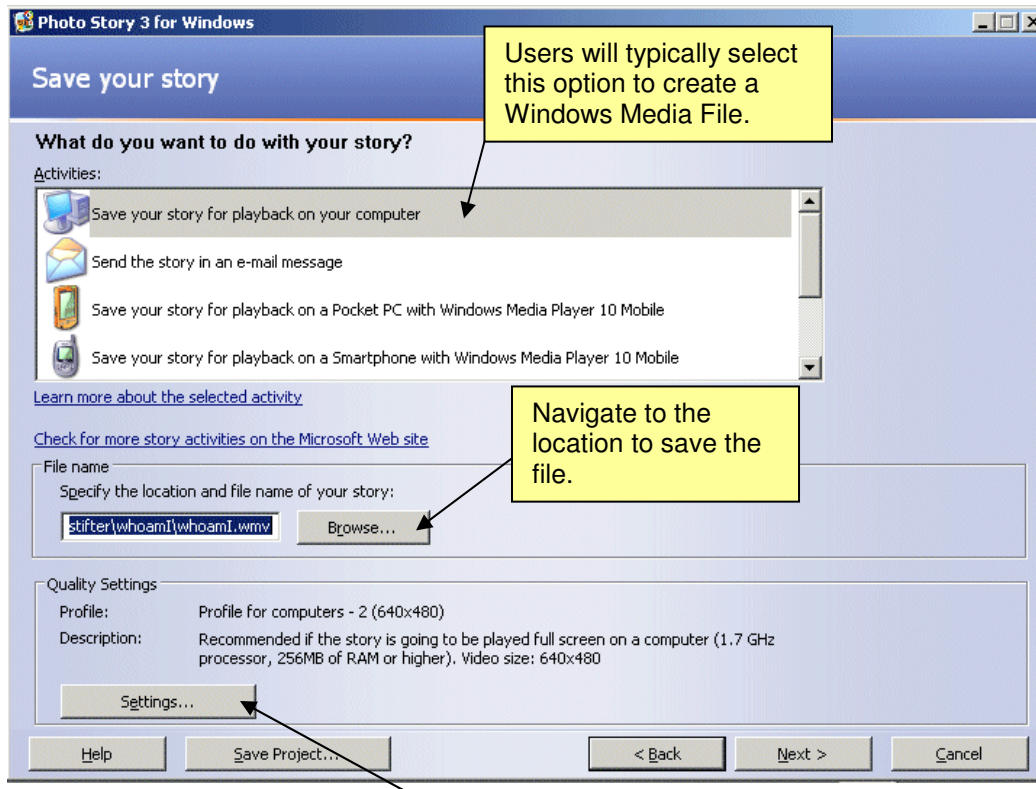
To create music for your story

1. Click the first picture in the timeline, and then click **Create Music**.
2. In the **Create Music** dialog box, select a **Genre**, **Style**, **Band**, **Mood**, **Tempo** and **Intensity**.
3. Click **Play** to hear what the music will sound like.
4. When the music has finished playing, click **OK** to close the **Create Music** dialog box.
5. Click the first picture in the timeline, and click **Preview**, to see how well your music fits the story.
6. Click **Save Project**, then click **Next**, to move on to the final steps.

Step 6: Save your story

Things you can do: complete your movie.

1. Click **Browse** to navigate to **H:** folder and name of your story. In the **Filename** text box, type.
2. Click **Save**, and then click **Next**.
3. Click View your story.



You may wish to render the movie as a 320x240 file if your intent is to post the movies online or send through email.

Congratulations! You have now completed a digital story!!!!